

Recruitment Action for Hydrologist – WPD/GDWPB/GW and UIC Section

Announcement # - RTP-R4-DE-2015-0014 - GS-09 – Six Applicants on the Cert List
and

Announcement # - RTP-R4-DE-2015-0014 – GS-11 – Seven Applicants on the Cert List

Instructions to Panel Members

- Review the information (i.e., responses to vacancy questions and resumes) provided in the blue folder for each applicant on the GS-09 Cert List.
- List your top three applicants on the GS-09 Cert List – the top-ranked applicant will be assigned 3 points, second 2 points and third 1 point.
- Review the information (i.e., responses to vacancy questions and resumes) provided in the blue folder for each applicant on the GS-11 Cert List. Note that five of the applicants on the GS-09 Cert List also appear on the GS-11 Cert List. So, your top three applicants for the GS-11 Cert List may be the same as your top three for the GS-09 Cert List.
- List your top three applicants on the GS-11 Cert List – the top-ranked applicant will be assigned 3 points, second 2 points and third 1 point.
- The Selecting Official/Fred McManus will compile the results from the panel members ranking exercise and determine the three top-ranked applicants from both the GS-09 and GS-11 Cert Lists.
- Interviews will be scheduled for the top-ranked applicants on the GS-09 and GS-11 Cert Lists in coordination with the panel members. See interview questions and note that the applicants will be asked to provide an example of a report/letter (maximum of 5 pages) that they wrote describing ground water contamination at a specific site.
- Examples of report/letter provided by applicants will be forwarded to panel members at a later date.

If you have any questions, please do not hesitate to contact Fred McManus at ext. 29385 or send an email.